



Lamar University – M.Ed. in Educational Technology Leadership

Field-based Activities Monthly Report - Part 1: Log

Instructions: Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

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|-------------------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Date: <u>June 2010</u> | | Total Internship hours at the start of the month: | 74.5 |
| Week | Functions | Description | Hrs |
| 1 | Week's Activities | Completed and presented Internet and Cell Phone Safety PowerPoint to students. Created a student questionnaire for assessment. | 4.5 |
| | Standard/Indicator | I, II, III, and VI. | |
| | Communication with Site Mentor | Verbal update. | |
| 2 | Week's Activities | HEH training for online learning management systems. | 10 |
| | Standard/Indicator | V | |
| | Communication with Site Mentor | | |
| 3 | Week's Activities | Technology integration project work on 6 th grade math section. Installed Moodle on Website and set up template and courses. Technology integration project meeting with other teachers. Format and content determined. Lesson one completed in three subjects. | 14 |
| | Standard/Indicator | I, II, V, VII, and VIII. | |
| | Communication with Site Mentor | | |
| 4 | Week's Activities | | |
| | Standard/Indicator | | |
| | Communication with Site Mentor | | |
| 5 | Week's Activities | | |
| | Standard/Indicator | | |
| | Communication with Site Mentor | | |
| Hours worked this month: | | | 28.5 |
| Total Internship hours to date including this month: | | | 103 |



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Field-based Activities Monthly Report - Part 2: Reflection

Instructions: In submitting your field-based activity log, you are required to reflect on each of your experiences by completing a reflection in your course wiki/e-portfolio that should contain a minimum of 250 words. These reflections will be used to assist you in completing Week 5 of your EDLD 5388 Internship comprehensive exam/final report. Students should use and cite their textbook references as well as two additional reference when writing each reflection.

Reflections allow you to analyze the Internship activity. The act of reflection is influenced by constructivist theory. In essence, it is a way of thinking that allows you to make adjustments to your beliefs or concepts, to learn from your or other's mistakes, to recognize progress you think you have made, and/or to identify needed changes in attitude, disposition, decision-making, actions, or behaviors.

Reflections must consist of statements regarding:

- ♦ the knowledge you gained from the activity and what Standard(s)/Indicator(s) was associated with the activity.
- ♦ How the activity helped you master the Standard/Indicator.

Reflections may consist of statements regarding:

- ♦ insights into the patterns of interactions of the participants,
- ♦ group processes including: who had power, authority, or influence, who was participating and who was not, who was not included, how did you or another leader draw the silent teachers out, was there confrontation, conflict, consensus, agreement, hurt feelings, etc.
- ♦ notations addressing the affective or feeling tone evident,
- ♦ concerns you noticed,
- ♦ questions you have that you should research or about which you can seek expert advice from your campus-based site mentor or your professor, and
- ♦ issues that puzzle you.

| Wiki Name | Wiki URL |
|----------------------|---------------------------------------------------------------------------------------------------|
| Ellen Zimmerman, MTT | http://ezimmermanportfolio.wikispaces.com |